

16 OCT 1972

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Requirements for Information Science Training

REFERENCES : (a) Memo dtd 5 July 72 to Ex Dir-Compt.
fr DD/S (DD/S 72-2670)

(b) Memo dtd 13 July 72 to DD/S fr
Ex Dir-Compt., subj: Information
Science Training, (ER 72-3394/3)

(c) Memo dtd 12 May 72 to DD/S fr
DTR, same subject (DTR-7316)

1. Paragraph 8 contains a recommendation for the consideration of the Deputy Director for Support.

2. Reference (a) requested that the Executive Director-Comptroller provide guidance on the desired level of effort for the information science training program beyond FY 1973 for the purpose of ascertaining the resources to be planned for this activity. In response, Reference (b) directed that the potential customers be contacted for estimates of their requirements for this training, following which a better overall judgement could be made with respect to the total investment needed for this activity.

3. On 14 July 1972 the Director of Training sent a comprehensive questionnaire to all Agency offices and staffs requesting their best estimates of requirements for a variety of courses in the information science field (Attachment A). In addition to the suggested courses the recipients were encouraged to specify any type of information science or management science course needed for the development of their employees. Each addressee was provided with a statement defining the goals of the overall program and describing the scope of the possible courses.

4. A summary statement of the total requirements is provided in Attachment B. A further breakdown of these totals for the offices, staffs, and where appropriate, the divisions of each Directorate are contained in Attachments C, D, E and F. As you will note from these attachments the total recorded Agency requirement for information science training for FY 1974 is for 327 students. Of this number 277 students

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would be enrolled in four specific courses as follows: Information Science for Intelligence -- 42 students; Management Science for Intelligence -- 107 students; Systems Analysis -- 63 students; and Survey of Information Handling Systems -- 63 students. The remainder of the requirement, 31 students, was for several functionally oriented information science workshops described in the succeeding paragraph. Judging from the strong interest generated by the questionnaire in many components and the negative responses from a number of other large components who probably have unidentified needs, it is our view that the estimates provided in this paragraph are very conservative and that we will discover that actual applications for enrollment in information science courses in FY 1974 will exceed these estimates.

3. Attachment A invited the recipients of our questionnaire to identify any special requirement not satisfied by the proposed courses. Components identified special needs as follows:

A. Office of Finance, DDS, has a very firm requirement to provide 20 OF careerists with five to six weeks of information science training primarily designed for finance personnel. The Director of Personnel has noted that he is prepared to designate two or three finance officers to work with a OTR Staff in developing a course to meet their specific requirements in this important area. Although we have met with Office of Finance personnel on several occasions to discuss course content, and although a few of their personnel have attended our on-going course in Information Science for Intelligence, we have not been able to satisfy this standing requirement.

B. Office of Current Intelligence, DDI -- OCI has responded that it is interested in a one-week course aimed specifically at current intelligence needs. In a subsequent conversation with the DTR, the D/OCI has stated that he perceives a need for a course in computer science especially designed for senior officers. He has suggested a course meeting from 1000 to 1500 hours for five days, enabling participants to be at their desks at the beginning and end of each day.

C. Special Research Staff, DDI, has stated that it expects to have information science missions and capabilities for the first time by FY 1974 and may desire two or more special workshops by that time.

D. Imagery Analysis Service, DDI, responded that it is interested in tailoring a course to provide information science techniques to a select group of IAS personnel but would defer specific requests for this training until they gain more experience with the regular course. A senior IAS officer has attended the just completed course in Information Science for Intelligence.

E. National Photographic Interpretation Center, DDI, has recorded a requirement for at least one special workshop for their personnel. It is likely that the IAS and NPIC requirements can be consolidated in a single course.

F. Special Study Group, DDI, foresees a need for a workshop in the application of information science to indications and warning intelligence. There have been previous expressions of interest from DOD sources for this kind of a course and the now defunct Information Science Center had planned to prepare such a course for FY 1973. [redacted] of CIA was to be the Chief Instructor. The limited staff resources available to OTR have precluded any effort in this direction this year.

G. The Office of Logistics, DDS, has suggested that a special course might be desirable as SIPR comes into being.

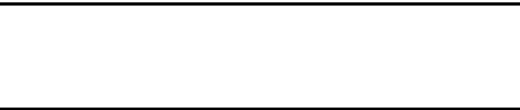
6. Another very strong indicator of the extent of the interest in this training was derived from the response to the recently offered interagency course in Information Science for Intelligence (four weeks). A total of 130 applications were received for a course accommodating but 27 students. These were received as follows: CIA, 24; DIA, 57; NSA, 40; and Military Services, 9. Thus, the backlog of applicants will carry us at least through FY 1973 without any further announcements of this particular course. We anticipate that a one-week course in Management Science scheduled for the period 13-17 November will be just as heavily over-subscribed. In the first ten working days following the course announcement, 24 applications were received from CIA sources alone. Applications have not been received as yet from other agencies but these are normally received at or near the deadline of 27 October. A total of 100-200 applications are expected.

7. Reference (c), dated 12 May 1972, projected this office's budget, staff and space requirements for FY 1973 through FY 1978. In the light of our subsequent experience with this program and the response to requests for component requirements, reference (c) stands up as a

realistic document and can serve as a basis for any reprogramming for FY 1974. While the course offerings may need to be modified, the quantity of instruction (55 weeks) envisaged in this document is essentially correct. If a decision is made to continue interagency training in 1974, additional instructors must be detailed from participating agencies, particularly NSA and DIA.

8. I recommend that resources approximating those outlined in reference (c) be made available to this office in FY 1974 for the purpose of operating the information science training program at a level commensurate with stated requirements.

STATINTL



Acting Director of Training

Atts

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OTR/SIWA [redacted]:sks (13 Oct 72)

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